

SCOPE OF WORK FOR COLLECTIVE PROTECTION EQUIPMENT

C.1. PERIOD OF PERFORMANCE:

This is a one-year contract for Calendar Year 2001 (24 JAN 01-23 JAN 02), with two option years. Contract performance shall be determined by the requirements in paragraph C-4 of this Performance Work Statement. The contractor must perform his duties on site at least 90 percent of the work year. A work year for the Government is defined as 2087 hours. The contractor must be on site a minimum of 1878.30 hours of the work year. Time off includes holidays and personal days. The level of effort required for this SOW is 1 man-year.

C.1.1 TRAVEL:

In support of the Description of Work, as described in paragraph C-3, the Contractor shall be required to travel extensively. The contractor must be willing to travel 25- 50 percent of the work year. If the contractor is required to travel, the Contractor will make all travel arrangements to accomplish assigned tasks, and submit receipts for reimbursement. Work-related travel is considered to be the same as "on duty on-site". Travel destinations/dates will be determined over time, however, as a minimum, destinations will likely include: SBCCOM-Edgewood, SBCCOM-Natick, MA, Quantico, VA, San Antonio, TX, Ft. McCoy, WI, and Headquarters, Army Material Command, VA. The Travel SOW is at attachment 2.

C.2. 1. SCOPE OF WORK: This Performance Work Statement (PWS) is for the planning, coordination and delivery of technical management support and services for the family of U.S. Army Collective Protection Equipment (CPE), including, but not limited to, the CPE Deployable Medical System (CPE DEPMEDS), the Chemical Biological Protective Shelter (CBPS), the M56 Gas Particulate Filter Unit (GPFU) series, M28 CPE and other shelters supporting Army and other Joint Service medical and non-medical systems that protect the user from field concentrations of chemical-biological agents, toxins, and radioactive fallout particles.

C.2.1.1. To avoid duplication of work, all U.S. Army CPE information and resources currently maintained by the Government will be made available to the Contractor and copies thereof may be incorporated into the Contractor's files.

C.2.1.2. Location: The contract services shall be provided at the Rock Island Site. The contractor must perform his duties on site at least 90 per cent of the work year. Additional work sites may be required to support activities outlined in Section C-4 of this SOW, such as fieldings of systems.

C.2.1.3. Hours of Operation: The contractor shall be available as necessary to perform the duties as described in the Scope of Work, and will work a tour of duty consistent with the operations of the work site. The contractor shall remain flexible regarding hours to meet extraordinary mission requirements.

C.2.1.4. Training: The Contractor shall be given the opportunity to participate in relevant Government-sponsored training on a space-available basis as long as training does not detract from performance and completion of work. Cost of this type of training will be reimbursed by the Government and must be approved by the COR.

C.2.2. Personnel:

C.2.2.1. Service Provider: The Contractor shall maintain effective working relationships with Program Managers, Staff Agencies, Team Leaders and others as necessary to perform work specified in the PWS and assure direct service as specified in the PWS.

C.2.2.2. Conduct: Contractor personnel shall not release any proprietary information or any source selection information obtained during the course of performance of this SOW. Contractor personnel shall

be bound by AR 25-55, Joint Ethics Regulations, DoDD 5500.7 and 5 CFR Part 2635, et seq., and the provisions of FAR and its supplements. Contractor personnel shall not have any conflict of interest with potential offerors for items/services related to this SOW. Contractor personnel shall sign certifications concerning conflicts of interests, nondisclosure and rules of conduct as required during the performance of this SOW. The contractor shall adhere to the Joint Ethics Regulation as covered in DOD 5505.7-R, dated Aug 1993, and to other applicable Federal, State, and Local laws.

C.2.2.3. ID Badges and Vehicle Registration: The Contractor shall obtain badges and decals from the Government. The badges shall identify contractor as a non-Government employee. Parking on post shall be in designated 'Contractor' parking spaces. Such badges and decals shall be returned to the Government upon completion of the contract.

SECTION C-3

GOVERNMENT FURNISHED PROPERTY AND SERVICES

C.3.1. General: The Government shall furnish all supplies and equipment, on site at the Rock Island Arsenal, Rock Island, IL, required to meet the terms of the contract, unless otherwise provided in the Performance Work Statement. All forms, regulations and pertinent Army publications necessary to comply with this PWS will be provided. Initial supply of these items shall be available on the contract start date. The contractor shall be responsible to obtain current and updated forms through the publications office and establish requirements for replacement. The contractor is authorized to use Government vehicles to accomplish authorized travel in support of this contract.

C.3.2. The contractor shall sign a nondisclosure statement if and when access to Classified, Close Hold, Procurement, or Business Sensitive material is authorized.

C.3.3. Services: The Government shall provide Fire protection, class A and C phone, utilities, custodial and security services, on site at the Rock Island Arsenal, Rock Island, IL, to the extent they are provided to the Chemical Product Center.

C.3.4. Facilities: The Chief of the SBCCOM (Rock Island Site) shall provide a suitable space located in the SBCCOM (Rock Island Site) and furnished with office furniture and computer equipment for use during this contract. The Contractor shall also have access to group meeting rooms or the Video Television Center (VTC) or other areas needed to perform the PWS with the approval of the COR.

C.3.5. Reproduction of printed materials: The contractor shall have access to SBCCOM (RI) copying machines for reproduction of the U.S. Army CPE material. The contractor will be required to meet any applicable office procedures regarding use of the copying machines.

C.3.6. Use of Facsimile Machine: The Contractor shall be able to use SBCCOM (RI) machines to meet the requirements of the PWS.

C.3.7. Use of other Office Materials and Equipment: Use of other office equipment, such as video equipment, videotapes, software, books, pamphlets, etc., as available, to meet the requirements of the PWS shall be authorized. If specific software is needed to perform the requirements of the PWS or the Government is the licensee for such programs, the Government shall provide the Contractor with the software for the duration of the contract to be used in the Contractor's office.

SECTION C-4

SPECIFIC TASKS

C.4.1. General: The Contractor shall help develop and coordinate the program/technical support for the family of U.S. Army CPE and associated components within the SBCCOM (Rock Island Site) and with applicable Government Commands and Agencies. The specific tasks are as follows:

C.4.1.1. Acts as an Integrated Logistics Support (ILS) Manager whereas he oversees fielding support, coordinates with the Total Package Fielding (TPF) team for material availability, and manages the Technical Manuals.

C.4.1.2. Provide quarterly status reports to the SBCCOM management on the family of U.S. Army CPE and associated components by utilizing software compatible with the Government's.

C.4.1.3. Provide briefing packages for the CPE Integrated Product Team (IPT) on an as needed basis.

C.4.1.4. Provide "read aheads" and trip reports for selected management for technical hearings that the contractor is required to attend.

C.4.1.5. Provide matrix management, involving coordination of plans, activities, and actions required for successful acquisition, fielding and sustainment of the U.S. Army CPE.

C.4.1.6. Assist in areas such as inventory management, maintenance engineering management, and integrated logistics support.

C.4.1.7. Provide technical support and assistance to SBCCOM (RI) in responding to protests, serving as a technical advisor to Best Value Acquisition Teams, assessing performance specification requirements, providing technical support for source selection plans and industrial base assessment actions, as required.

C.4.1.8. The contractor must have or have the ability to obtain a security clearance (see clause AS7011 in Section A of the solicitation) .

C.4.1.9. Performance of the contract is at Rock Island Arsenal, Rock Island, IL. The contractor must be on-site and be able to interact personally with the Integrated Products Team (IPT) as least 90 percent of the work year. The contractor, or contractor's representative, shall be easily accessible during normal Government duty hours and shall be within easy commuting distance of the Rock Island Arsenal, Rock Island, IL.

SECTION E

INSPECTION AND ACCEPTANCE

E.1. Inspection and acceptance sites: The inspection and acceptance site for all efforts provided under this contract shall be the SBCCOM (RI) at Rock Island, Illinois.

E.2. Appointment of Contracting Officer's Representative: The Contracting Officer will designate an individual(s) to act as the COR(s) under this contract. Such representative(s) will be designated by letter from the Contracting Officer in the technical phase of the work, but will not be authorized to change any of the terms and conditions of the contract.

E.3. Access to Procedures, Records, Data and Facilities: The Contractor shall allow the Contracting Officer or their duly authorized representative(s) access to and rights to examine any documents or records related to this contract.

E.4. Inspection and Acceptance Procedures: The Government will have the right to conduct surveillance of the Contractor's performance including services rendered and any documentation or written material in support thereof under this contract. The contractor's progress will be evaluated from the Specific Tasks outlined in Section C-3 of this PWS. The Quality and effectiveness of contractor's output will be judged by the quality of written documents, briefing charts, and the progress of the mission, as defined by the IPT's. The Contracting Officer's Representative will conduct such surveillance of the Contractor's performance under the contract as determined appropriate and necessary. The Contracting Officer shall exercise these responsibilities through its staff and in connection with any related agencies necessary to ensure that the standards set forth herein are met.

E.4.1. The requirements set forth in this contract shall be the criteria by which the Contractor's performance shall be inspected. These requirements may either be in full text or incorporated by referenced regulations, technical manuals, etc.

E.4.1.2. Government Surveillance personnel will monitor the contractor's performance by physical inspection, review of reports/documentation, and validated complaints.

E.4.1.3. When Government surveillance personnel find deficiencies, the Contractor shall be so advised verbally and in writing. As directed by the contracting officer or their representative(s) the Contractor shall promptly take the necessary action to ensure against any future deficiency.

E.4.1.4. Acceptance will be by submission of biweekly DD Forms 250 (Material Inspection and Receiving Reports) and will be F.O.B. Destination.

CONTRACTOR SOW

ATTACHMENT 2

The contractor shall conduct off-site temporary travel as required to accomplish the technical support SOW within the contract. Since the need for travel is established as the SOW tasks evolve and develop, exact travel requirements cannot be specified herein. The contractor is encouraged to keep the expenses for meals and lodging as close to the Government per diem rates as possible. The projected travel for the contract period beginning 25 Jan 2001 through 24 Jan 2002 is as follows:

TRIP#	# of Days	# of Trips	Destination	Duty Site	Item	Cost Item	Est Cost
5	5	2	Natick, MA	SBCCOM	CPDEPMEDS	AIRFARE LODGING MEALS RENTAL CAR MISC TOTAL	
5	5	2	Natick, MA	SBCCOM	CBRS	AIRFARE LODGING MEALS RENTAL CAR MISC TOTAL	
5	5	1	Natick, MA	SBCCOM	JTCOPS	AIRFARE LODGING MEALS RENTAL CAR MISC TOTAL	
3	3	2	Quantico, VA	JSMG	CPE PGM	AIRFARE LODGING MEALS RENTAL CAR MISC TOTAL	
4	4	2	San Antonio, TX	Ft. Sam Houston	CPDEPMEDS	AIRFARE LODGING MEALS RENTAL CAR MISC TOTAL	
4	4	2	Washington, DC	OTSG	CPDEPMEDS	AIRFARE LODGING MEALS RENTAL CAR MISC TOTAL	
10	10	1	Sparta, WI	Ft. McCoy	CPDEPMEDS	AIRFARE LODGING MEALS POV MISC	